



State of California—Health and Human Services Agency
Department of Health Care Services



EDMUND G. BROWN JR.
GOVERNOR

Date: January 24, 2014

PFC Program Notice: 14-01

Subject: Addition of Administrative Fee to Partners for Children (PFC) Pediatric Palliative Care Waiver (PPCW) as a New Benefit for Hospice and Home Health Agency PFC Providers

The purpose of this Program Notice 14-01 is to inform PFC Providers and participating County California Children's Services (CCS) staff of a new benefit, Administrative Fee, for Home Health Agencies and Hospice providers approved to participate in the PFC program.

BACKGROUND

The Partners for Children Pediatric Palliative Care Waiver was implemented in 2009 and during the first four years of implementation, it became apparent that the administrative management and expenses to PFC providers were costly and not reimbursed, and were a detriment to participating. Participating agencies noted that noncovered expenses included: administrative staff (nurse case manager, clerical, and claims processor), training and certification required for PFC participation, telephone, office supplies, and other PFC related expenses not on this list. The \$300.00 per client per month reflects the estimated uncompensated expenditure for each client.

POLICY

Administrative management as defined for this PFC waiver is the cost of managing a PFC enrollee and administrative costs for a PFC provider.

Providers approved to participate in the PFC/PPCW will be allowed to claim and receive the reimbursement rate of \$300.00 per month per participant when the following criteria are met:

1. The Provider is approved by CCS to participate in the PPCW.
2. The client is enrolled in the PFC/PPCW (aid code 9V or 9W) for the specified month, evidenced by Section 7B of the Family-Centered Action Plan (F-CAP) requesting monthly care coordination, T2022, for the specified month.
3. The provider requests the administrative fee benefit in F-CAP for the specified month using the Procedure Code T2025.

POLICY ADMINISTRATION

The effective date of this new benefit is January 27, 2014. Xerox, the Department of Health Care Service's fiscal intermediary, has been instructed to process claims for administrative management retroactively to July 1, 2013 with no timeliness penalty.

The administrative fee shall be authorized to a PFC-approved agency by the CCS Nurse Liaison for PFC clinics when all the following are met:

1. The Provider is approved by CCS to participate in the PFC/PPCW.
2. The client is enrolled in the PFC/PPCW (aid code 9V or 9W).
3. Current Family-Centered Action Plan (F-CAP) requesting the administrative fee code, T2025.
4. Current Family-Centered Action Plan (F-CAP) requesting the monthly case management, T2022, for the same period for which T2025 is requested.

Procedure Code	Description	Rate	Units to Authorize	Limits
T2025	Administrative fee, monthly	\$300.00	One unit per month	One unit per month. Billable only with an approved Service Authorization Request

If there are any questions regarding this PFC Program Notice, please contact Sharon Lambton, RN, NCIII, at (510) 286-0729, or Galynn Thomas, RN, NCIII, at (916) 327-2692, or through email at CCSPPC@dhcs.ca.gov.

ORIGINAL SIGNED BY LOUIS R. RICO

Louis R. Rico, Chief
Systems of Care Division